**Lee Planning Board**

**32 Main Street**

**Lee, Massachusetts 01238**

**January 11, 2016**

**Present:** Chairman, Harold Sherman, Peter Bluhm, Buck Donovan, Thomas Wickham

**Absent:** Shaun Hall

**Also Present:** Matthew Putin, SK Design Group, Robert Nason, Town Administrator

The meeting was called to order at 6:00 P.M.

**Lee Bank/Site Plan Review/DCBC Zone**

Matthew Putin, of SK Design represented Lee Bank in an application for site plan approval for a project that involves the construction of an exterior handicap accessible ramp and covered entrance. Matthew stated that they have received approval from Conservation Commission for the project. Their hearing before the ZBA for a Special Permit to build in a flood plain is on January 20th. They propose the removal of a section of the existing sidewalk and existing driveway. They are also proposing the addition of plantings along the river and will utilize existing parking lot.

Tom made a motion to waive strict site plan requirements. This motion was seconded by Buck and was unanimously approved, 4-0.

Peter made a motion to endorse the site plan for Lee Bank as submitted. This motion was seconded by Buck and was unanimously approved, 4-0. The Board will write a favorable letter of recommendation to the ZBA.

**Open Space Plan**

Sherman made a motion to endorse the Open Space and Recreational Plan as submitted. This motion was seconded by Tom. Sherman amended that motion to include making recommendations from Ken Wagner Lake of Water Resources Management incorporated part of the plan. This motion was seconded by Tom and was unanimously approved, 4-0.

**Kristin O’ Brien/Site Plan Review/Special Permit**

The public hearing was opened. Kristin O’Brien was not present at the hearing.

Tom made a motion to continue the public hearing to January 25th.

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**Other business**

Peter made a motion to approve the minutes of November 23, 2015 as written. This motion was seconded by Buck and was unanimously approved, 4-0.

Peter made a motion to adjourn this meeting at 8:00 P.M.

Respectfully submitted,

Jaimy Messana

Land Use Administrative Assistant

CC: Board of Health Town Clerk

 Principal Assessor Historical Commission

 Board of Public Works Conservation Commission

 Town Administrator Building Inspector

 Board of Selectmen Town Counsel